

## **GUIDELINES FOR ESTABLISHING A NEW SISTER CITY**

Local residents who advocate establishing a new Sister City relationship may approach the Santa Barbara Sister Cities Board. The following guidelines and procedures need to be followed.

### **Characteristics of Proposed City**

1. Proposed city must be compatible with Santa Barbara's population, culture, education, and geographical structure. In this regard the proposed city's characteristics should include items which would be mutually beneficial in the long-term including, but not limited to, educational and cultural institutions, activities and organization, and economic resources and conditions.
2. Proposed city has an interest and the desire to become a Sister City to Santa Barbara.
3. Proposed city must have solid local government and citizen support for the proposed relationship.
4. Proposed city must have an established contact person within the governmental structure.
5. Proposed city must have the potential for exchanging delegates.

### **Requirements for a New Sister City**

1. The advocate group must demonstrate sufficient Santa Barbara resident volunteer involvement willing to take full responsibility for establishing a firm relationship.
2. The advocate group should select a chair and establish a governing board (typically including a vice-chair, secretary and a treasurer) authorized to carry forward the application for recognition as a Sister City, with a minimum membership of 12.
3. The advocate group would be required to have sufficient funds to be able to finance their first year of operation, including but not limited to revision of the Santa Barbara Sister Cities Brochure, contribution to the yearly anniversary event, and Old Spanish Days float construction.
4. The advocate group must understand and demonstrate an ability to have active involvement with the Sister Cities Board, either from an appointed position or an ad hoc position.
5. The Santa Barbara Sister Cities Board must be comfortable with the political stability and economic stability of the proposed city as well as its potential for a long-term, mutually beneficial relationship.

Upon completion of the above guidelines and procedures, if it is determined that the advocates of the proposed new Sister City want to continue the process, it would be necessary to contact the Santa Barbara Sister Cities Board to schedule a presentation. The Board will, after the presentation, by vote of all its members, decide whether it wishes to recommend that the relationship be established. If so, the Santa Barbara Sister Cities Board will work together with the advocate group in making a formal presentation to the Santa Barbara City Council. The City Council will review the recommendations and make the final determination with respect to whether the new relationship will be initiated.

November 6, 2002

